



# Base Bulletin

Vandenberg AFB, CA 93437-0759



20 February 2002

No. 8

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items (via email to [publishing.management.dci@vandenberg.af.mil](mailto:publishing.management.dci@vandenberg.af.mil) or to Publishing Management DCI on the Global, or via fax to DSN 276-6614 or 805-606-6614) to arrive at DCI/SCSP by noon Friday, the week before you want your item to appear. Submit your items typed or printed on 30 SW Form 8, Official Bulletin Notice. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Limit official items to four lines, unofficial to 2-3 lines and personal items to 1 line. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

## SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961  
Safety Hazard? Dial 5-SAFE (If off base, dial 605-SAFE)

## SECTION II — OFFICIAL

### 1. 30<sup>th</sup> Communications Squadron:

**Emission Security Announcement:** If you have classified processors and have a need to switch classified and unclassified signal wire lines or share one monitor, keyboard, and mouse with a classified central processing unit (CPU) and an unclassified CPU, an A/B switch can be used. Contact TSgt Jimenez at extension 5-2352 for more information.

### 2. Traffic Management Office:

**a. Separating, Retiring or PCSing?** PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: TSgt Sampson, ext 6-0904 (30 TRANS/LGTTH)

**b. Shipping/Receiving Packages via Federal Express:** Attention all base organizations that ship and/or receive packages via Federal Express: Under the DoD approved GSA contract, FedEx is authorized to transport unmarked classified packages to up a classification of SECRET. Any packages you receive from FedEx must be treated as classified material until it is determined to be otherwise. When shipping classified items, they must be processed through TMO Cargo Movement unless other arrangements have been made. TMO must be advised on the classification level. Any questions may be directed to TSgt Dobbs, ext 6-3381 (30 TRANS/LGTTF)

### 3. Civilian Personnel: (30 MSS/DPCE, 6-5847)

**a. Next Of Kin (NOK) Notification For Air Force Civilian Employees:** Recent world events, such as the terrorist attacks on the World Trade Center and the Pentagon, highlight the need for a dependable system that provides immediate access to emergency information in the event a federal employee becomes a casualty. In response to this need, the Air Force has developed a Civilian Emergency Data System (EMDS) web application that will provide casualty notification personnel immediate NOK contact information in case of an emergency. Employees use the EMDS to specify the names and addresses of a spouse, children, parents and/or other person(s) they want notified if the employee becomes a casualty, or in case of any other emergency. Updating emergency data in the EMDS is extremely important to ensure current information is available on each employee. Individual

employees are the only ones who can access and update emergency data in the EMDS. Civilian Personnel Flight (CPF) representatives and the Air Force Personnel Center Casualty Notification Office (HQ AFPC/DPW) will have view-only capability, in case access to emergency data is needed. Although this is voluntary, employees are strongly urged to update emergency data in the EMDS and, also, ensure that supervisors have current emergency data information. The web address for updating emergency data is: <http://www.afpc.randolph.af.mil/emds/default.htm>. If you have questions or need assistance to access the site, contact your Employee Relations Specialist in the Civilian Personnel Flight at 6-5847. (30MSS/DPCE, 6-5847)

**b. Annual Leave Donations:** Jerry J. Brown, 30 CES Fire Department, Vandenberg AFB, has been approved for the Voluntary Leave Transfer Program. Civil Service employees wishing to donate their annual leave must complete an Optional Form 630-A. Come by Building 11777, Room B-105 to pickup/complete/turn-in the form. You can print one from: [http://www.opm.gov/FORMS/PDF\\_FILL/opm630a.pdf](http://www.opm.gov/FORMS/PDF_FILL/opm630a.pdf). (30 MSS/DPCE, 6-5847)

**c. Annual Leave Donations** (Off Base): Russell Casey of Tyndall AFB, Shanon Bowman, Fire Department, USAF Academy; and Denise Christopher, 56th Medical Operations Squadron at Luke AFB, has been approved for the Voluntary Leave Transfer Program. Civilian employees wishing to donate their annual leave must complete an OF 630-A. Come by Building 11777, Room B-105 to pickup, complete, and turn-in the form. The OF 630-A can also be found at: [http://www.opm.gov/FORMS/PDF\\_FILL/opm630a.pdf](http://www.opm.gov/FORMS/PDF_FILL/opm630a.pdf). (30 MSS/DPCE, 6-5847)

**d. Military Reservists:** With the continuing possibility that some of our civil service employees may be called to active duty, the following basic information is provided again for employees and their supervisors. Employees must be in an appropriate leave status from their Federal civilian position while serving on active duty. Appropriate leave includes: military leave, annual leave, compensatory time, leave without pay (LWOP), or a combination of these leave categories. Employees interrupting a period of paid civilian employment, to perform military duty, will be placed on Leave Without Pay Uniformed Services (LWOP-US) unless they choose to be separated (Separation-US). A Request for Personnel Action, SF 52, requesting LWOP-US or Separation-US must be submitted, with a copy of the active duty orders, to the local Civilian Personnel Flight. An SF 52 is required for all periods of LWOP-US regardless of the duration. Additional information can be found on the Benefits and Entitlements Service Team (BEST) web site: <https://www.afpc.randolph.af.mil/dpc/BEST/res-emp-full.htm>. Please contact the Workforce Effectiveness Section, 30 MSS/DPCE, at 6-5847, prior to entering active duty. (30 MSS/DPCE, 6-5847)

#### 4. 30<sup>th</sup> Civil Engineering Squadron:

**Attention Facility Managers and All Base Personnel:** Our office renovation is complete! The 30<sup>th</sup> Civil Engineer Squadron Service Contracts Section (30 CES/CEOEC) has returned to Bldg 11439, Room 130. The MFH QAs (for C Martin Co.) and Yard Inspector have moved from MFH Office and are now also located in Building 11439, Room 130. Our fax number is 6-1252. Our phone numbers are 6-2330, 6-1927, 6-1928, and 6-1936, and our MFH QAs extension is 6-2808. Please update your rosters and phone listings to reflect these changes and expedite your requests.

**OFFICIAL**

**Robert M. Worley II**  
**Colonel, USAF**  
**Commander**

**Mary E. Meyer**  
**Chief, Publishing Management**

#### **SECTION III — UNOFFICIAL**

**Lompoc Community Concert Association:** 2 Mar 02, 1930, Trinity Church of the Nazarene, 500 E. North Avenue in Lompoc. The LCCA will present the 2nd concert of the 54th season with Joe

Burgstaller, world wide acclaimed trumpeter, and the Rafael Mendez Project. He will present a 1½ day workshop with the Lompoc High School Band students sharing the music and techniques of the famous trumpeter, Mendez. The band will then perform two numbers with him at the Saturday evening concert. Adult, student, and family subscriptions for the concert series are available. All may be purchased in an installment payment plan. Single admissions are available at each concert; adults \$20.00, students \$10.00. For more information, contact Subscription Chairman, Molly Blasche at 733-2125 or co-chairman Jean Jacoby at 736-8713. (ITT, 6-3118)

**Commissary:** (DeCA/WP.VRG, 5-8803)

**a. 1<sup>st</sup> Annual Apple Pie Bake-Off:** 20 Feb 02, judging starts at 1100. They say the way into one's heart is through their stomach. Come and see if you can win hearts with your Apple Pie.

**b. Warehouse Sale:** 28 Feb 02. Commissary will conduct a warehouse sale.

**c. Commissary & Mini-Comm Hours for Store Improvement Closure:** The Commissary will be improving their store for better service for their customers. During this time the Commissary and Mini-Comm hours will be:

11 Mar 2002	Mini-Comm Hours:	0600-2100
12 Mar 2002	Main Store Hours:	Closed
12 Mar 2002	Mini-Comm Hours:	0600-2100
13 Mar 2002	Main Store Hours:	0900, <b>Grand Re-Opening</b>

Customers will not be allowed in the Main Store after 1700 hours on 10 March 02 for the Main Store reset. Come and out and join us for the "Grand Re-Opening" for free food and drawings for prizes.

**d. Focus Group:** We have scheduled a focus group for March 18th at 1300 hours. The purpose of the focus group is to gain firsthand knowledge of how well we are meeting our customers' needs, wants, and expectations. Members of the focus group will participate in a one-and -a-half hour discussion focused on certain areas of the commissary operation. If you would like to be considered as a focus group panelist, ask for a focus group panelist application at the commissary Customer Service Office. Applications must be returned to the Customer Service Office NLT March 12th.

**Family Support Center:** Pre-Register for all Classes, Workshops & Seminars. (30MSS/DPF)

**a. General Henry H. Arnold Education Grant Program:** The Air Force Aid Society (AFAS) has been committed to helping Air Force members and their families realize their academic goals. In recent years, the Society's emphasis has been on direct funding of new initiatives that provide greater value to Air Force families. The centerpiece of the Society's education initiatives is the General Henry H. Arnold Education Grant Program which provides \$1,500 grants to selected sons and daughters of active duty, Title 10 AGR/Reserve, retired and deceased Air Force members; spouses (stateside) of active duty members and Title 10 AGR/Reservists; and surviving spouses of deceased personnel for their undergraduate studies. Beginning with the 2001-2002 academic year, sons and daughters of full-time active duty AGR serving as Title 32 and retired reservists with 20+ qualifying years, with or without retired pay, are eligible to compete for these grants. **Submission deadline is March 2002.** Awards for the 2002-2003 academic year will be announced in June 2002. Use of funds is limited to tuition, books and fees, or other direct educational expenses. Applications are arriving soon to your Vandenberg Family Support Center or visit the Air Force Aid Society website at [www.afas.org](http://www.afas.org).

**b. Manage Your Move:** 20 Feb 02, 0900. For adults on the move, includes briefings from Finance, TMO, Housing, Legal Office, and tips from TRICARE. Have your questions ready and plan to attend within 120-90 days prior to departure. Spouses are encouraged to attend. Call 6-0801 to register.

**c. Developing a Spending Plan that Works:** 21 Feb 02, 1100. Gain knowledge to develop a plan for spending and saving money. Look at spending habits, understand and clarify **needs** from **wants**, learn how to have balance your spending.

**d. Retiree Events:** Monthly meetings are held the third Thursday of every month at 1300. On 21 Feb 02, 1300, the guest speaker will be Ms. Ann Fox, 30 SW Judge Advocate's Office. The topic will be taxes and tax preparation. Tax preparation is a free service that the JA offers to military retirees.

**e. Cal-Vet/VA Home Loan Class:** 22 Feb 02, 1330-1530. One of the major Veterans' benefits is the VA Home Loan Guarantee. VA home loan guaranties are made to service members, retirees, reservists, and unremarried surviving spouses for the purchase of homes, townhouses, condominiums, mobile homes and for refinancing of loans. Learn how to shop around and apply for this special home loan program. Gain understanding of basic terminology, learn processing procedures, as well as some of the pitfalls. For more information call 6-4491.

**f. Financial Basics:** 25 Feb 02, 1100-1200. Learn financial management basics such as checkbook maintenance, credit spending, choosing a financial institution, credit pitfalls, decoding financial terminology and making your paydays count! For more information call 6-4491.

**g. Sponsorship Training:** 26 Feb 02, 1500-1600. Hear about the changes in the program and learn sponsor responsibilities, relocation resources, and tips to assist your newcomer. Also offered as a tutorial on the internet or website <http://intranet/sponsor/index.htm>. For more information call 6-0801.

**h. Single Parents Support Group:** 26 Feb 02, 1100-1230 at the Pacific Coast Club. This is an opportunity for single parents to meet other single parents as well as discuss any stressors with their responsibilities at home or at work. For more information contact Linda at 6-9958.

**i. Interviewing and Dress for Success:** 27 Feb 02, 0900-1130. Learn what to wear and what "not" to wear to the important interview. Learn tips to dress for your interview and workplace. For more information call 5-8557.

**j. Step Parenting Education and Counseling:** There are many couples experiencing the unique challenges of stepfamilies. Unfortunately, statistics show that those marriages are higher risk for divorce. Linda Bastine is available for one-on-one assistance regarding parenting, marriage enrichment, and stress management. Call 6-9958 for an appointment.

**k. Volunteer Resource Program:** Fill your free time or learn new skills. Ms. Agramonte assists active duty, family members, retirees, and DoD civilians with volunteer placement, either on or off base, with local agencies. To volunteer, call 5-8557.

**l. Nursing Mom's Program:** This program provides grants to rent electric breast pumps for ADAF families enrolled in Family Advocacy's New Parent's Program. The Family Advocacy Nurse Specialist determines the need. Call 5-8551 to learn more.

**m. Child Care for PCS:** Twenty hours per child is paid with Air Force Aid funds within 30 days of arrival or departure with PCS orders. This program is available to military members E-1 to E-5 and others in unique circumstances. Child care must be provided by licensed Family Day care providers on base. Pick up a Certificate of Eligibility and a list of providers at the FSC's Relocation office. Please bring a copy of your orders. To register call 6-0801.

**n. Food Pantry:** The Food Pantry is a volunteer program that assists military personnel and their family members experiencing financial hardship by collecting and distributing donated food and other products. Families are provided with a certain amount of food to help them get through a payday-to-payday existence. In addition, Ms. Darlene Horne distributes USDA commodities to qualified families according to income. For assistance, call 6-2960 or 6-0039.

### **30th Services Squadron:** (30 SVS/SVK, 6-0276)

**a. Pacific Coast Club:** (For details on any club functions please call 734-4375 or 734-4376).

**Club Card Drawing:** Don't miss out on your chance to win the jackpot! Drawing is every Friday between 1700-2000. Must be present to win.

#### **Entertainment**

- 21 Feb 02, 2100-0200. **Mug Night with DJ!** Enlisted Lounge.
- 22 Feb 02, 2100-0200. **Classic Rock Night!** Enlisted Lounge.
- 22 Feb 02, 1800-2200. **Karaoke Night!** Officers' Lounge.
- 23 Feb 02, 2100-0200. **DJ at the Club!** Enlisted Lounge.

#### **Menu**

- 20 Feb 02, 1800-2000. **Evening Dining at the Club with A La Carte Menu.**
- 24 Feb 02, 1000-1400. **Sunday Brunch at the Club!** Reservations recommended.
- 27 Feb 02, 1800-2000. **Evening Dining at the Club with A La Carte Menu.**
- **Weekly Lunch Buffet Schedule:**
  - Tuesdays: **Mexican, Italian, or Oriental** (on a rotating schedule).
  - Wednesdays: **Santa Maria BBQ**
  - Thursdays: **Chicken and Ribs**
  - Fridays: **Seafood**

**b. Fitness Center:** (30SVS/SVMP, 6-3832)

- **Find a Fitness Buddy!** Sign up today and let us match you with a fitness buddy who has similar goals.
- **"A.M." ABS:** Check out this Monday morning, 0705-0720, abs workout at the Fitness Center.
- **Upcoming Fitness Events:**
  - 22 Feb 02, 1200: **Healthy Heart 5K Fun Run**



- 22 Feb 02, 1900: **Varsity Basketball Home Game vs. Ft. Irwin**
- 23 Feb 02, 1300: **Varsity Basketball Home Game vs. Ft. Irwin**
- 28 Feb 02, 1300: **Body Composition Testing**
- 2 Mar 02, 0900: **Road Bike Race**

**c. Bowling Center:** (30SVS/SVK, 6-3209/734-1310)

- **Eat & Bowl:** Stop in and try the Bowling Center's Eat & Bowl special. Bowl three games and get a cheeseburger, fries and drink for just \$7.
- **Thunder Alley/Rock 300:** Glow and Bowl. Thursday, 1800-2100, Family Night. Friday, 2100-2400, Thunder Alley/Rock 300. Saturday, 2100-2400, Thunder Alley/Rock 300.
- **Bonanza Bingo:** Play daily from open to close. It's only \$1 per card for a chance to win up to \$1000.

**d. Information Tickets & Travel:** (30SVS/SVYR, 5-8974)

- **Disney Cruise Special:** This is an exclusive offer for active duty military personnel to vacation with Disney. Choose a 3, 4, or 7 night cruise to the Bahamas starting at \$379 per adult and \$199 per child (ages 3-12). Special rates are good until 19 May 02. Taxes and airfare not included. Call Edwina at 6-1675 for details.
- **Disney Armed Forces Salute:** Free pass for active duty military personnel, plus 50% discount on tickets for friends and family (limit 5 tickets). Offer is good for Disneyland and Disney's California Adventure theme parks, and is available through 30 April 02.
- **Universal Heroes Salute:** Free 1 day admission for active duty military, plus 50% discount on extra tickets for friends and family (limit 5 tickets). Offer good through 30 April 02.
- **Ski Lift Tickets:** Tickets are now available at the Services Center.
- **Las Vegas Turnaround:** 2-3 Mar 02, 12 hours with no monitoring. \$40 per person includes transportation.
- **Price is Right TV Taping:** 21 Mar 02. \$40 per person, must be 18 years old.
- **Glory of Easter at the Crystal Cathedral:** 24 Mar 02. \$60 per person center balcony seating and transportation.
- **Natural Knead Massage Therapy:** Therapeutic massage is a valuable addition to health care and fitness routines as a natural way to promote healthy body functioning, and to enhance the body's restorative powers. Located in the Services Center, call for appointments at 5-4748. Current Specials Offered:
  - **Snow Summit:** Military Appreciation Days: During 12 & 13 Mar 02, get a lift ticket for just \$26 with your active duty military ID. Tickets available only at Snow Summit ticket windows.
  - **Lompoc Civic Theatre:** Tickets are available for the Lompoc Civic Theatre's presentation of "Morning's at Seven" by Paul Osborn. The show runs the weekends of 22-24 Feb 02, and 1-3 Mar 02. Friday, Saturday shows - \$10, Sunday matinee - \$8.

**e. Library:** (30 SVS/SVT, 6-6414)

- **Internet is Here!** The library now has Internet access available.
- **Preschool Story Time:** Story time for children 2 to 5 years old every Thursday at 1000. Contact the Library at 6-6414 to sign up.

**f. Family Aquatics Center:** (30SVS/SVRO, 6-3581)

- **Swim Team:** Catch the wave of excitement! The Central Coast Marlins is a competitive year-round swim team for children ages 5-18. If you can swim 25 meters non-stop, then we need you! Come try out, the first week is free!
- **WATER AEROBICS:** Get a great workout and have fun at the without the impact of land based exercise programs. Cost is \$3 per class or \$20 a month.

**g. Youth Center:** (30SVS/SVYY, 6-2152)

- **Baseball and Softball Registration:** This is the last week to register. Registration closes 22 Feb 02. Open registration is now open for Youth Baseball/Softball Leagues at the Youth Center, Mon-Fri 0700-1700. Cost is \$50 (\$45 with Youth Center discount).
- **Twirling Lessons:** The Youth Center Twirling classes are back! Open registration at the Youth Center. For children ages 4 and older. Classes are taught by Nickie Rains. Cost is \$29 for a six week session.
- **Parents Advisory Board:** Stop by the first Wednesday of every month for the Parents Advisory Board Meeting.
- **Volunteers Needed:** Youth Sports is looking for volunteers to be coaches, score keepers and officials for the upcoming seasons.

**h. Marshallia Ranch Golf Course:** (30SVS/SVRG, 6-6262)

- **Upcoming Events:**

- 09 Mar 02. **Two-Man Best Ball Tournament.** Entry fee is \$10 per person. Entry deadline is 07 Mar 02, 1500. Sign-up as teams at the Pro Shop, select your tee-time.
- **Ladies Priority:** Every Wednesday 0832-0904.

**Education Center:** (30MSS/DPHE, 5-5904)

**a. Embry-Riddle Aeronautical University:** Embry-Riddle is pleased to announce the planned opening of its newest center at Vandenberg AFB. Degree programs will include a Bachelor of Science in Professional Aeronautics and Management of Technical Operations. Future plans also include two graduate degrees to be conducted at an off base location. Informational briefings are set for 6 & 13 Mar 02, from 1100-1300 and 1700-1900 at the Educational Services Complex, Bldg 14004, Room A-1. Light snacks and refreshments will be provided. If you plan to attend call (805) 358-3403 or (661) 947-4025.

**b. WAPS Testing:** All WAPS testing will be conducted in Building 16135, located at 203 Korina St., behind the Youth Center and the Religious Education Building. For information contact Debbie Johnson at 6-4572.

**c. SAT Testing:** 15 Mar 02, 0830, Education Center. This test is open to active duty only. The SAT may be needed for various commissioning programs. To schedule call Base Education 5-5904.

**d. The Base Training Managers Quarterly Meeting:** 15 Mar 02, 0800-1200, Bldg 16130 Room B. Anyone involved with the Formal Training processes such as DD Form 1556's, TDY orders and requests for specialized training for military or civilians should attend this meeting. To make this meeting a success the support of each unit commander to allow attendance is needed. For questions contact Mr. Williamson 5-5911, or Mr. Anderson 5-5912

**American Red Cross:** (ARC, 736-5110)

**a. Santa Maria Class Schedule:**

Training Course	Date	Time
Emergency Response Vehicle Workshop (ERV)	Sat Mar 9	8:30 a.m. – 5:00 p.m.
Community Education Workshop	Sat Mar 16	8:30 a.m. – 5:00 p.m.

**b. Lompoc Class Schedule:**

Training Course	Date	Time
Call the Lompoc Office for a schedule, 736-5110		

**c. Buellton Senior Center Schedule:**

Training Course	Date	Time
Disaster Health Services	Sat Feb 23	8:30 a.m. – 5:00 p.m.
Records & Reports	Sat Mar 2	8:30 a.m. - -5:00 p.m.
Emergency Response Vehicle Workshop (ERV)	Sat Mar 9	8:30 a.m. - -5:00 p.m.
Community Education Workshop	Sat Mar 16	8:30 a.m. - -5:00 p.m.

**d. Many of the above courses are free of charge.** They are designed to prepare individuals and groups to participate in Red Cross disaster relief operations. Rebecca Heath was named the Health & Safety Specialist in the Santa Maria Office of the Santa Barbara County chapter of the Red Cross. Military personnel interested in taking or teaching Red Cross classes should contact Heath in the Santa Maria office at (805) 928-0778. We need volunteer instructors!

**Computer Training:** (MCA, 6-3771)

**a. Lunch & Learn:** Remember, you can bring your lunch to any Lunch & Learn class and "eat while you learn"! For information, e-mail [james.wooding@vandenberg.af.mil](mailto:james.wooding@vandenberg.af.mil)

**b. Personal Computer Systems Training:** Learn Introduction to Computers -- A basic classes for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access Lab, Palm PDA Beginning, and Project 2000; Publisher 2000, Front Page 2000, Outlook, and Outlook Email Only. In addition to the existing traditional demonstration/lecture courses offered at the computer training facility located within Bldg. 9360, MCA Engineers, Inc. also reserves specific 4 hour blocks of time for those students interested in completing Computer Based Training (CBT) courseware. This provides an alternate method for those who are unable to satisfactorily complete CBT's at their Personal Computer in their regular work environment. There are slots available both morning and afternoons. Call for more information, or e-mail to: [lexi.schwartz@vandenberg.af.mil](mailto:lexi.schwartz@vandenberg.af.mil).